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1. Author:

- a. Completes page substitution form (next page) – including a list of page(s) to be substituted and reason(s) why
- b. Attaches a PDF file of the new version of the page(s)
- c. Signs the form
- d. Submits both the form and new page(s) to their thesis supervisor or department chair

2. Thesis supervisor or department/program chair:

- a. Signals approval by signing the form
- b. Forwards both the form and new page(s) to the Vice Chancellor or their designee (ovc-thesis-holds@mit.edu)

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- a. Arranges for substitution of pages in all digital and/or print copies of the thesis held by the Libraries
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THESIS PAGE SUBSTITUTION REQUEST

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